



**COMMONWEALTH of VIRGINIA**  
**DEPARTMENT OF MEDICAL ASSISTANCE SERVICES**  
 600 East Broad Street, Suite 1300  
 Richmond, VA 23219

**Evaluation Criteria & Weights**  
**RFP 2006-01**

Criteria	Proposed Weights
<b>1. General Quality and Adequacy of Responses:</b>	<b>25%</b>
a) Agreement to comply with all general and specific requirements and conditions (Sections 3 and 4).	
b) Responsiveness to information furnished and goals stated in Scope of Work (Section 3).	
c) Demonstrated knowledge of Medicare and Medicaid Principles of Reimbursement.	
d) Audit hours available to perform the DMAS audits under contract	
e) Clear understanding of the project as demonstrated in the responses to the RFP	
<b>2. Proposal/Work Plan for Completion of the Audits.</b>	<b>25%</b>
a) The clarity and completeness of the proposal related to the Offeror's approach to and completion of the audits and management of the assigned personnel.	
b) The lead-time to begin an audit, and the turn around time to complete the expected work.	
c) The work plan distribution of person hours for each part of the project.	
<b>3. Contractor Qualifications</b>	<b>30%</b>
a) Qualifications of personnel	
b) Prior experience with similar projects.	
c) Identified conflicts as referenced at §7.7.	
d) Appropriateness of the relationship between staff qualifications and assigned responsibilities.	
e) Capability of the personnel assigned to the project to audit for compliance with applicable health care regulations, to propose adjustments to costs submitted for reimbursement when appropriate, and to produce working papers which support conclusions reached in the audit engagement.	
f) Capability of the project director to successfully manage the project.	
<b>4. Quality of References</b>	<b>15%</b>
<b>5. SWAM Planned Utilization</b>	<b>5%</b>
<b>TOTAL</b>	<b>100%</b>

**Posted: September 15, 2005**